



Corporate Services Committee Action Report
for May 17th, 2011 meeting held
in the Council Chambers at 7:00 p.m.

PRESENT: Mayor LeBlanc, Deputy-Mayor Sonnenburg, Councillor Antonakos, Councillor Flynn, Councillor Black, Councillor Strike, Les Reynolds, Director of Protection, Duncan Rogers, Clerk, Phil Hogan, Treasurer

- 1) **DECLARATION OF PECUNIARY INTEREST** - now or anytime during the meeting
- 2) **REGISTRATION OF PUBLIC WISHING TO SPEAK** - with the secretary
- 3) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 4) **If there is an addendum, in accordance with Section 15.2.4 (of Striking Report) does the committee wish to approve this addendum?**

The following items are for information only and will not be discussed unless the Committee chooses to do so. The Chair will entertain a motion to receive and file for those items not pulled out for discussion.

122230

Received from MPAC
Addressed to Council
Date April 28th, 2011
Topic 2010 Annual Report and Financial Statement

SUMMARY

MPAC operates on a total budget of \$185 Million Dollars per year to assess 4.8 million properties in Ontario. This equates to approximately \$38 per property.

The next reassessment will be done based on January 1, 2012 property values and will be phased in over the years 2013 -2016.

A total of 65,526 or 1.38% of property owners appealed their assessment in 2010.

COMMENT

A hard copy of the Annual Report is on file if Councillors wish to review or it can be viewed at www.mpac.ca

STAFF RECOMMENDATION

Receive and File

COMMITTEE DECISION

Receive and file

TO BE DISCUSSED

122231 Received from MPAC
 Addressed to Status Report
 Date April 25th, 2011
 Topic 1st Quarter Status Report for Carleton Place

SUMMARY

Tax Appeals

Year	# Filed	# Not Completed
2011	8	4
2010	24	24
2009	25	17

The properties under appeal from 2009 amount to \$90 Million of assessment or approximately 10% of our total assessment. The results of these ARB appeals could have significant impact on the municipalities tax base.

Property Sales

During the years 2007 to March 31, 2011 a total of 1,830 properties have been shown as being sold in Carleton Place.

The median sale prices for residential property (excludes condos) by year are as follows:

2007	\$184,900
2008	\$195,000
2009	\$203,500
2010	\$222,000
2011(to March 31st)	\$212,500

COMMENT

The majority of properties under appeal are commercial. If we were to lose 10% of the value of these properties through appeal we would lose approximately \$100,000 of taxes at the municipal level.

STAFF RECOMMENDATION

Information for the Committee - To be discussed

Receive and File

COMMITTEE DECISION

Receive and File

122232 Received from Ministry of Finance
 Addressed to Treasurer
 Date April 2011
 Topic OMPF Funding Workbook

SUMMARY

The municipality will receive \$1,504,900 from OMPF in 2011. This is made up of 2 components:

Rural Communities Grant	\$627,200
Police Service Grant	\$877,700

COMMENT

A rural area is defined as being an area that is not economically integrated with a population centre of greater than 10,000 people.

Based on the last census prepared in 2006 the average household in Carleton Place had 2.407 residents. When we applied this average to the households in Carleton Place at the end of 2010 our population would be approximately 9,905. It is important to note that the average household had 2.52 residents in 2001. If we experience the same drop in average residents per household that we did between 2001 & 2006 we could have no population growth.

Treasurer contacted the Ministry of Finance with regards the possibility of losing the rural communities funding and they have confirmed that it will happen but not at the 10,000 mark. The formula they have provided to me indicates that the loss is phased in and will occur when our population grows between 10,500 and 11,500.

Using the formula and the following estimated populations we will lose the grant as follows:

Population	Revised Grant Amount
10,500	\$627,200
10,800	\$439,040
11,100	\$250,880
11,500	\$ 0

The census population that is being done this May will not be used in the OMPF calculations until 2013. With this information I believe we can feel comfortable that any decrease will not happen before 2018 and dependent upon our growth, not happen until as late as 2023.

STAFF RECOMMENDATION

Information for the Committee - To be discussed

Receive and File

COMMITTEE DECISION

Receive and File

122233 Received from Phil Hogan, Treasurer
Addressed to Corporate Services
Date May 12th,
Topic Insurance

SUMMARY

Renewal Date for our Insurance Policy is June 15th. We have been insured with COWAN through our local broker of Crain & Schooley since 2000. Comparison of rates with other Urban Municipalities in the area (Arnprior, Mississippi Mills, Perth, Smiths Falls) are as follows for their most recent renewal:

Town 1	\$257,457
Town 2	\$238,000
Town 3	\$233,193
Town 4	\$168,932
Carleton Place	\$184,875

COMMENT

In a November 2010 tender process the County of Lanark received quotes from 5 insurers for insurance coverage: They received quotes from:

COWAN
OMEX
AON
St. Pauls
Jardine

The insurers of AON, St. Pauls and Jardine were eliminated from the competition because their quotes did not include equivalent or better coverage. As an example these companies put aggregate limits which is standard for their policies on what they will pay out in liability claims. If we have 15 Million of Liability coverage and we have 2 claims we only have \$15 Million of coverage for these 2 claims. Under the OMEX and COWAN coverage we would have \$15 Million available for each claim.

The OMEX tender price was 162.75% of the COWAN price in the County Tender.

STAFF RECOMMENDATION

That based on knowledge of how our current rates compare with other similar municipalities and the better than coverage provided by COWAN, we continue to use them as our insurance provider for this next renewal period covering June 2011 to June 2012.

Receive and File

COMMITTEE DECISION

Staff are to renew insurance with Crain and Schooley for the period of June 15, 2011 to June 15th, 2012. Receive and file.

22247 Received from Les Reynolds, Director of Protective Services
 Addressed Corporate Services Committee
 Date May 16th, 2011
 Topic Police Photocopier

SUMMARY

The photocopier, in the Police office, is 10 years old and has broken down frequently in recent months. Also, it no longer meets the needs of our Police Service since the size and requirements of many reports have increased significantly in recent years. OPP staff have received two quotations for a replacement unit.

RICOH Aficio MPC5501	\$8,495 + HST
CANON iR Advance C5051	\$9,200 + HST

The two units are comparable in function but the RICOH includes a provision for staff training and identifies service costs (.0097 per b/w copy, .075/colour copy). Since this is an unbudgeted item the purchase requires approval by a Committee of Council.

STAFF RECOMMENDATION

THAT the Director of Protective Services be authorized to proceed with the purchase of a RICOH Aficio MP C5501 at the quoted price of \$8,495 Plus HST and this purchase to be funded from the Police budget.

COMMITTEE DECISION

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